

# Aviation Technical Library Management: 10-Day Mastery Course

Aviation  
Brussels (Belgium)  
28 Jul - 08 Aug 2025

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## Aviation Technical Library Management: 10-Day Mastery Course

**Ref:** 321755\_145915 **Date:** 28 Jul - 08 Aug 2025 **Location:** Brussels (Belgium) **Fees:** 7400 Euro

### Course Description

This comprehensive 10-day course equips aviation professionals with the knowledge and skills to effectively manage technical libraries in the aviation industry. Participants will learn about library organization, resource acquisition, digital transformation, and industry best practices to support aviation technical operations and safety oversight.

### Learning Objectives

- Understand the role and importance of technical libraries in aviation
- Master library organization and management techniques specific to aviation
- Learn to acquire, catalog, and manage aviation-specific resources
- Develop skills in digital library management and paperless systems
- Understand the integration of technical libraries with safety and quality management systems
- Explore future trends and technologies in aviation library management

### Course Modules

#### Day 1: Introduction to Aviation Technical Libraries

- Role and importance of technical libraries in aviation
- ICAO standards and publications
- Library mission and objectives
- Overview of aviation library resources

#### Day 2: Library Organization and Management

- General library organization principles
- Staffing and roles in aviation libraries
- Collection development strategies
- Library policies and procedures

#### Day 3: Information Resources Acquisition

- Acquisition methods for aviation resources
- Selection criteria for technical publications
- Managing subscriptions and periodicals
- Budgeting and resource allocation

The logo for UK Training Partner features the text 'UK Training' in a small, black sans-serif font above the word 'PARTNER' in a large, bold, black sans-serif font. The background of the logo is a stylized chessboard with several chess pieces (a king, a queen, a rook, and a pawn) in gold and silver, set against a backdrop of concentric circles.

#### **Day 4: Cataloging and Classification**

- Cataloging principles for aviation materials
- Classification systems in aviation libraries
- Metadata creation and management
- Cataloging tools and software

#### **Day 5: Reader Services and Circulation**

- Reference assistance in aviation libraries
- Circulation systems and procedures
- Interlibrary loan services
- User education and training

#### **Day 6: Technical Publications Administration**

- Managing aircraft manuals and publications
- Version control and updates
- Distribution of technical information
- Compliance with regulatory requirements

#### **Day 7: Digital Transformation in Aviation Libraries**

- Transitioning to paperless systems
- Digital preservation techniques
- Electronic resource management
- Implementing library management software

#### **Day 8: Quality and Safety in Aviation Libraries**

- Quality management principles
- Risk management in library operations
- Integration with Safety Management Systems SMS
- Auditing and continuous improvement

#### **Day 9: Human Factors and Ergonomics**

- Human factors in library operations
- Ergonomic considerations for library staff
- Promoting safety culture in libraries
- Stress management and work-life balance

#### **Day 10: Future Trends and Technologies**

- Emerging technologies in library management
- Artificial Intelligence and Machine Learning applications
- Big data and analytics in aviation libraries

A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a silver knight behind it. In the background, there are concentric circles emanating from a point on the board.

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- Preparing for future challenges and opportunities

## Practical Wins for Participants

- Develop a comprehensive aviation library management plan
- Create a digital transformation strategy for your organization's technical library
- Implement best practices for cataloging and organizing aviation-specific resources
- Design a quality management system for your aviation technical library

A graphic of a chessboard with several chess pieces (a king, a queen, and a pawn) in gold and silver. The board is checkered and has a subtle grid pattern. The text 'UK Training' is above the word 'PARTNER' which is in a large, bold, sans-serif font.

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